

OKEECHOBEE UTILITY AUTHORITY
REGULAR MEETING MINUTES
Tuesday, December 5, 2017 8:30 A.M.
Okeechobee County Historical Courthouse, Room 270
Okeechobee, Florida

Chairperson Creasman called the meeting to order at 8:33 A.M. with the following members and alternates present:

Board Members:

Tommy Clay*
John Creasman*

Alternates:

Jeff Fadley**
Harry Moldenhauer***

*Regular Board Members

**Voting in Steve Nelson's absence

***Voting in Melanie Anderson's absence

OUA Members:

John Hayford
George Gall
Kristy Hamblen
Jamie Mullis

The Pledge of Allegiance was led by Chairperson Creasman.

Chairperson Creasman addressed Agenda Item No. 2 'Meeting Minutes from November 14, 2017' Motion by Tommy Clay to approve the Meeting Minutes from November 14, 2017. Second by Jeff Fadley. Vote unanimous (4-0), motion carried.

Chairperson Creasman addressed Agenda Item No. 3 'Consent Agenda' Motion by Tommy Clay to approve the Consent Agenda as follows:

Consent Agenda Item No. 4 'Finance Report for the period ending November 30, 2017 – not available'

Consent Agenda Item No. 5 'Invoice from Alcalde & Fay in the amount of \$3,261.38'

Consent Agenda Item No. 6 '2018 OUA Holidays'

Consent Agenda Item No. 7 '2018 OUA Board Meeting Dates'

Consent Agenda Item No. 8 'Ratify WWTF Expenditure'

Second by Jeff Fadley. Chairperson Creasman pulled Consent Agenda Item No. 8 'Ratify WWTF Expenditure' **Vote unanimous approving the Consent Agenda without Consent Agenda Item No. 8 (4-0), motion carried.**

Chairperson Creasman addressed Consent Agenda Item No. 8 'Ratify WWTF Expenditure' Executive Director Hayford advised that the variable frequency drive unit for the centrifuge at the Cemetery Road wastewater treatment facility stopped working. The expense for the replacement of this unit exceeded the spending limit of the Executive Director. Since this was an emergency, the unit was purchased as needed instead of waiting for the next board meeting for approval. *Steve Nelson in at 8:40AM.* After a brief discussion concerning the spending limit of the

Executive Director, **motion by Harry Moldenhauer to ratify the action of the Executive Director and approve the expenditure in the amount of \$15,160.35 to Motion Industries, Inc. Second by Tommy Clay. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 9 ‘OUA Meeting Presentation’ Executive Director Hayford advised that the OUA is at the end of the lease agreement with the County for the use of the BOCC Chambers. The Board needs to decide if the OUA will continue using the BOCC Chambers or seek alternate solutions. Executive Director Hayford gave the possible scenarios for location of the OUA Board Meetings. After a brief discussion concerning the possible future renovation of the OUA main office, the Board advised to continue using the BOCC Chambers.

Chairperson Creasman addressed Agenda Item No. 10 ‘OUA Regular Meeting Location’ Executive Director Hayford advised that the agreement between the OUA and Okeechobee County and the agreement between the OUA and Clerk of Courts have been received and need approval from the Board. **Motion by Tommy Clay to approve both agreements as presented and authorize execution of both agreements. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 11 ‘Pine Ridge Park 2nd Addendum to the Asset Transfer Agreement’ Executive Director Hayford advised that this Second Addendum is required to correct the size of the parcel around OUA Pump Station. **Motion by Tommy Clay to approve the Second Addendum and to authorize execution of the Pine Ridge Park 2nd Addendum to the Asset Transfer Agreement as presented. Second by Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Creasman addressed Agenda Item No. 12 ‘Public Comments’ There were none.

Chairperson Creasman addressed Agenda Item No. 13 ‘Items from the Attorney’ Attorney Conely gave an update on the Land Trust Service Corp v. OUA lawsuit.

Chairperson Creasman addressed Agenda Item No. 14 ‘Items from Executive Director’

Executive Director Hayford advised that a private company has contacted the OUA concerning Lakeview Estates WWTF. They want to conduct a septic to sewer experiment at this location. This is for informational purposes only. Executive Director Hayford explained that staff received two invoices from Eckler Engineering. The first invoice is for the work being done at the SWTP, in the amount of \$10,846.95. **Motion by Tommy Clay to approve payment in the amount of \$10,846.95 to Eckler Engineering. Second by Steve Nelson. Vote unanimous (4-0), motion carried.** The second invoice is for the work being done for the SRF application process, in the amount of \$10,500.00. **Motion by Tommy Clay to approve the payment in the amount of \$10,500.00 to Eckler Engineering. Second by Steve Nelson.** Finance Director Gall advised that the amount listed on top of the payment request is incorrect, the requested amount is \$1,462.50 of the \$10,500 allocated for the entire project. **Amended motion by Tommy Clay to approve payment in the amount of \$1,462.50 to Eckler Engineering. Second by Steve Nelson. Vote unanimous (4-0), motion carried.**

Executive Director Hayford reminded the Board of the OUA Annual Christmas party on December 7, 2017 at 12:00pm at the OUA Maintenance Facility.

Chairperson Creasman addressed Agenda Item No. 15. 'Items from the Board' Chairperson Creasman advised that since the last Board Meeting, a person has contacted him concerning the purchase of one of OUA's properties. The OUA is not in the land business, this could be a potential avenue to help fund some of the upcoming expenditures with the system expenditure. Tommy Clay advised that appraisals should be done and the Board can set a reserve on the bidding process. The Board advised that the Chairperson, Board Attorney and Executive Director will choose an appraisal firm and an auctioneer firm and bring it back to the Board.

There being no other business, meeting adjourned at 10:30 A.M.

PLEASE TAKE NOTICE AND BE ADVISED that if a person decided to appeal any decision made by the Okeechobee Utility Authority with respect to any matter considered at this meeting, he/she may need to insure that verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. A CD recording of this meeting is on file in the Executive Director's office.

Chairperson

Executive Director (Secretary)